

2 MAR 1970

MEMORANDUM FOR: Deputy Director for Support

SUBJECT : Office of Personnel Report - Week Ending 27 February 1970

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1. Cooperative Education: Recently [REDACTED] visited the following universities seeking new co-op candidates:

University of Akron: Addressed a group of 23 civil and electrical engineer students, interviewed 19 of this group and requested that 9 of the 19 complete application papers.

Rochester Institute of Technology: Talked to 54 students in the School of Photo Science. Of this group 17 had individual interviews with six of the 17 being asked to fill out application papers.

2. Position Classification:

a. A position classification review is being conducted of photography positions in Printing Services Division, Office of Logistics. A study is also being made of a new premium rating system for supervisory personnel under the Government Printing Schedule to determine if the system is applicable to Agency positions. Generally it appears to apply to such positions as foreman, foreman assistant, planner, and leader, and possibly to two-color pressman and certain other positions not essentially supervisory. If adopted by the Agency, we estimate that this premium rating system will result in an overall

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increase in salaries by \$13,000.

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b. The Office of Security has proposed higher contract typist pay rates for their [REDACTED] The current rate is eighty cents a page and their proposal is to pay ninety cents. Payment by the page is a fairly unusual method and is not in common use by employment agencies. Weekly or monthly rates are the common practices. Therefore, a page rate must be converted to an hourly or weekly rate in order to determine comparability. Further study of this problem is being undertaken.

/s/ Robert S. Wattles

Robert S. Wattles
Director of Personnel

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